

Sullivan County NH

Type of meeting: Board of Commissioners - Public Hearing for Feasibility Study and Regular Business Meeting

Date / Time: Tuesday – November 1, 2005; 1:30 PM

Place: Newport County Complex - Commissioners Conference Room, 1st Floor

ATTENDEES: Commissioners Donald S. Clarke - *Chair*, Ben C. Nelson - *Vice Chair* and Ethel Jarvis - *Clerk*; Ed Gil de Rubio - *County Manager*; Roger Monsell - *Clough Harbour & Associates*; Seth Wilner - *UNH Cooperative Extension* (arrived later); Sharron King - *Registrar of Deeds* (arrived later); Marc Hathaway – *County Attorney* (arrived later) and Sharon Johnson-Callum (minute taker).

PUBLIC ATTENDEES: State-County Delegates Larry Converse and Peter Franklin (Mr. Franklin arrived later) and Argus Champion Staff Reporter James Lowe.

1:35 The Commissioner Chair, Don Clarke, brought the meeting to order. Commissioner Nelson led all in the *Pledge of Allegiance*.

AGENDA ITEM NO. 1 MEETING MINUTES

AGENDA ITEM NO. 1.A. OCT 11, 2005 EXIT INTERVIEW MEETING MINUTES

1:36 A motion was made by Comm. Nelson to accept the Oct 11, 2005 FY 05 Audit Exit Interview minutes as typed. Comm. Jarvis seconded the motion. There was no discussion. A voice vote was taken. The motion carried, unanimously.

AGENDA ITEM NO. 1.B. OCT 11, 2005 PUBLIC MEETING MINUTES

1:37 A motion was made by Comm. Jarvis to accept the Oct 11, 2005 Public Meeting Minutes with clarification inserted, on page 5, of the date the County Manager discussed. Commissioner Nelson seconded the motion. Discussion: The minute taker will review the audiotape for clarification and insert the information. A voice vote was taken. The motion carried, unanimously.

AGENDA ITEM NO. 1.C. OCT 18, 2005 PUBLIC MEETING MINUTES

1:40 A motion was made by Comm. Nelson to accept the Oct 18, 2005 Public Meeting Minutes as printed. Comm. Jarvis seconded the motion. There was no discussion. A voice vote was taken. The motion carried, unanimously.

AGENDA ITEM NO. 2 PUBLIC HEARING - ASSISTED CARE LIVING FEASIBILITY STUDY

Comm. Clarke read through the public hearing notice (advertised in the Eagle Times, pertaining to the Assisted Care Living Feasibility Study. Wording on next page).

PUBLIC HEARING – LEGAL NOTICE

**COUNTY OF SULLIVAN, NH
COMMUNITY DEVELOPMENT
BLOCK GRANT**

The Board of Commissioners of the County of Sullivan, NH will hold a public hearing on Tuesday November 1, 2005 at 1:35 PM at the County Complex 14 Main Street, Newport, NH to hear public comment on the following:

1. The results of the feasibility study for an assisted care living facility located at the County Complex in Unity. The County received a CDBG grant for the purpose of hiring a consultant to investigate the potential for an assisted living facility for qualified person at the County complex in Unity. The study included: (1) an existing conditions survey, (2) survey of potential residents; (3) cost estimates for construction and operations; (4) identification of funding sources and; (5) implementation strategy.
2. Any other matters relating to the County's Community Development Block Grant award.

This meeting is being held in conformance with 24 CFR 570.486 and NH RSA 4-C:14. Interested persons are invited to attend and comment on the progress and status of this project and other related matters. Verbal and written comments, including any complaints or grievances, must be received by December 1, 2005. The County will provide written responses to all comments. Please call the Board of Commissioners at (603) 863 – 2560 at least three (3) days in advance if you have a disability and need assistance to attend or participate in the meeting.

Anyone wishing to submit written comments prior to the meeting may do so by contacting the Sullivan County NH Board of Commissioners or County Manager, Ed Gil de Rubio, 14 Main Street, Newport, NH 03773 or calling the Commissioners & County Manager Office at (603) 863 – 2560 during normal business hours, Monday – Friday, 8 AM – 4PM.

Board of Commissioners
Donald S. Clarke, Chair
Bennie C. Nelson, Vice Chair
Ethel Jarvis, Clerk

COMMISSIONER CLARKE FORMERLY NOTED THE PUBLIC HEARING PORTION OF MEETING WAS OPEN

The Mr. Gil de Rubio indicated Roger Monsell, a Clough Harbour & Associates (CHA) representative, was present in the audience to answer questions regarding the assisted care feasibility study CHA performed (Copies of report were available on conference table).

The County Manager discussed the information collected for the study. (Additional minute taker note: This study report can be viewed at the Board of Commissioners' Office and is also available online at the County web site: www.sullivancountynh.gov under County Committees beneath the County Facilities (Building) Review Committee link.)

Commissioner Clarke noted, for the record, that the ad mentions a tentative location of this type of facility in Unity, but he wanted it known the CHA feasibility study was unbiased on specific location and noted pros and cons of the Unity location and accordingly, no sites are out ruled. The County Manager and Chair noted decisions regarding the study would be based on sound business practice. Commissioner Jarvis noted that during the previous meeting with CHA they recommended not attaching an assisted care facility to the nursing home.

MEETING OPENED BY CHAIR FOR PUBLIC COMMENT

Rep. Converse said he had never heard of the feasibility report until today.

(Johnson-Callum left the room bringing back the Board of Commissioners meeting minute binder that showed a copy of a warned Special Meeting Notice of the July 21, 2005, Thursday 9 a.m. meeting with purpose of Commissioners to convene with CHA to review and discuss a draft feasibility study; plus the binder held meeting minutes from Aug 2, 2005 that reflected Rep. Converse attended the meeting and was aware of the report).

The County Manager noted minutes in the binder from an August meeting showed Rep. Converse attended, at which Mr. Converse noted he was aware of the feasibility study issue. Mr. Gil de Rubio noted the report was final and available today.

Argus Champion staff reporter, James Lowe, asked what the difference would be between the current County Nursing Home and an assisted care facility. The County Manager and Commissioners explained an assisted care is mid level care, where residents are up and around, but not totally self-reliant and that Sullivan County was in a good position to look into this type of service. Mr. Gil de Rubio indicated the County is now looking at ramping up the study to look at a business plan.

Commissioner Clarke asked again for any other public comments regarding the feasibility study. There were none.

PUBLIC HEARING PORTION OF MEETING CLOSED BY THE CHAIR.

1:55 *Seth Wilner arrived.*

1:57 *Mr. Monsel left the meeting.*

AGENDA ITEM NO. 3 UNH COOPERATIVE EXTENSION UPDATE

LECTANIUM SCALE - Mr. Wilner, UNH Cooperative Extension Educator/Co-Office Manager spoke regarding lectanium scale, a disease inflicting blueberry bushes in grower's lots through out the state. The disease, first noticed three years ago in the area, weakens the bush, exposing it to winter damage. In response to the statewide problem, they wrote a grant, and received grants to purchase growth regulators and oil treatments to apply to infected bushes. They did a fall application on two farms in the Sullivan county area, with results showing 6% kill on their first application. They have also used organic fungicides on a Plainfield farm through grant funds.

FLOOD IMPACT – Mr. Wilner was notified on Sunday that the UNH Cooperative Extension activated their emergency response plan. Part of the plan had them traveling about the County to access the flood damage and to discover what informational needs households required. Mr. Wilner provided a copy to the Commissioners of the informational package distributed among flood-damaged households. He noted the Cold River and Little Sugar River basins were hit hard. They traveled Route 20, South Branch of the Sugar River and the North Branch in

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Croydon; on Route 10 and 12, and over to Charlestown /Langdon area. The most agricultural damage was in Acworth / Langdon area. They received a lot of calls pertaining to overflowing private wells and where water could be tested. They created a fact sheet and linked to FEMA and the Agricultural websites. The UNH Cooperative Extension County Emergency Board includes: Seth Wilner, Carl Majewski - Cheshire County Educator, Pam Marvin - Farm Services Agency/Walpole. They toured farms and took photos of the damage, using the information gathered to apply for Federal funds. Initially, their application was turned down as emergency federal aid funds were drained by the Katrina damage. However, it remains on file and steps up a notch when the next disaster occurs. Grant funds applied for would fund: farmland debris removal, grading to reshape and restore land line contours, fence restoration and bridge/structure repairs.

2:05 *Sharron King, Registrar of Deeds, entered room.*

COMMUNITY PROFILING - Acworth held a community forum Oct 21st, where 85 attended, and on October 22nd where 46 attended. The forum turned in to a community emergency planning session. It was discovered lack of communication is a big issue. No one person in the town is elected to take the lead so the Sheriff became that person. Towns have available to them funding to repair roads if they document in a systematic way. Commissioner Clarke expressed strong feelings about smaller towns that have large networks of Class 6 roads currently in serious disrepair. He discussed, for example, the isolation of some Unity residents who have to travel 32 miles around roads that are washed out. He noted this is a big public safety issue and should be discussed at these types of meetings. Wilner noted roads conditions came up frequently during the meetings. It was noted there are funds out there to do road planning and it was mentioned Upper Valley Planning has funds available that require towns to sign an agreement, with specific guidelines to follow. Mr. Wilner indicated there was a definite impact of the flooding on agricultural businesses in Sullivan.

GRANT FUNDED RESEARCH – Mr. Wilner briefly discussed \$1,200 spent to conduct research on messages that really hit the local agriculture area – “What is the marketing research that shows it changes human behavior?”. They will be airing commercials on NCTV and CCTV. Research shows people want to purchase locally and will pay extra but they can’t find the product. Wilner is using UNH Coop. Forestry’s GPS unit to catalogue producers in the area, in anticipation of using that data to help market the product.

2:18 *Mr. Wilner left the meeting.*

AGENDA ITEM ON. 4 REGISTRAR OF DEEDS

Mr. Gil de Rubio briefly discussed a meeting held earlier this morning with Sharron King-Registrar of Deeds, a representative from Connor & Connor – the Registrars software/hardware vendor, Marc Hathaway-County Attorney and Mike Bodeur-an independent IT consultant for County. In the morning meeting, they discussed space concerns in the County Attorney’s Office and how space could be used more effectively in areas of Registry of Deeds. One idea discussed

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was building an office on the second floor landing, to the Registrar's specifications. The Newport Fire Chief would be consulted regarding code compliance. They discussed disposing of older equipment, storing some items at the Unity site, and also reviewed the Registry vault for consolidation. It was noted there were two file cabinets currently in the landing area and five in the County Attorney's hallway that they were considering moving to the Registry vault area. Ms. King noted she would be encroaching on public workstations if they removed one conference table and three out of the twelve computers, which was noted, was rarely touched. Ms. King recommended the Commissioners review the entire facility, as every office has outgrown its space. Comm. Clarke noted, now that the Registry of Deeds was on line and he would assume foot traffic decreased. Ms. King said no. Ms. King also noted she would not recommend placing her computer system in a public access area. The County Manager discussed blue prints sent to state, in order for the state to review their court needs in the building. He noted there are two divisions of the state working on this: Building Administration and Court Facilities.

REGISTRY CAMERAS – Ms. King would like to add cameras to monitor counter and vault areas where public have access to.

2:27 Sharron King left room.

AGENDA ITEM NO. 5 SMOKING POLICY

It was noted this was approved previously and just required official signatures of the Board.

The Commissioners signed the document

AGENDA ITEM NO. 6 COUNTY MANAGER'S REPORT

NIC CONFERENCE UPDATE

The County Manager indicated the NIC conference he attended in CO was very comprehensive. During the conference they reviewed the ins and outs at strategically looking at a new correctional institution and visited a new facility in Broomfield – a very modern facility with pod format. The prisoners were a cross section similar to Sullivan's. Mr. Gil de Rubio noted, by the next meeting he will have met with Superintendent Hagar to review the current Criminal Justice Coordinating Committee member list and will bring recommendations and how to adjust accordingly. He noted the County has \$100,000 put aside for planning. He will convene the committee to outline an RFQ, send out the RFQ, conduct interviews of those responding and bring forth three to four recommendations to begin the process.

DOC TOUR SIDE NOTE - Commissioner Clarke recommended conducting their next semi annual tour of the DOC facility after their next meeting and to send invitations to the Delegates. Mr. Gil de Rubio noted there are several newly built correctional facilities in NH and recommended touring the facilities. The County Manager noted he was impressed by the NIC organization and discussed the experience levels of those that attended and that they learned a lot. The group discussed how the correctional facility in CO gives the appearance of an industrial building, not a jail, and is on a site directly across from a golf course and condominium development, with prices of the condominiums not decreased by the fact that they are near a correctional facility. It

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was noted when inmates are released, they are unable to leave the facility until public or private transportation pick them up right at the facility, the same as Sullivan County's policy.

2:33 *County Attorney, Marc Hathaway entered the room.*

Mr. Hathaway indicated he was satisfied with the results of the morning meeting with the Registrar of Deeds, County Manager and IT personnel.

2:35 *Mr. Hathaway left the room.*

2:39 *Rep. Peter Franklin entered room.*

NOT ON AGENDA - CERTIFICATE OF RECOGNITION

The County Manager noted long time employee, Al McCoy, would be retiring and that a Certificate of Recognition for his length of employment would be presented to him.

Commissioners signed the 1 certificate, which will be presented at a date to be determined.

Comm. Jarvis noted another long time employee who they would like a similar certificate typed for.

CALENDAR

Mr Gil de Rubio distributed copies of his calendar to the Commissioners.

AGENDA ITEM NO. 7 COMMISSIONERS REPORT

UPCOMING CONCORD MEETINGS

- Thu, Nov 3rd - The County Manager, Commissioner Clarke and Jarvis will be attending an Associate Luncheon and meeting.
- Fri, Nov 4th - The Executive Committee will convene and Commissioner Clarke and Jarvis will attend.

1892 ATLAS RESTORATION

Mr. Gil de Rubio noted the restoration Joseph Marotti and Associates completed of the *Town and City Atlas of the State of NH 1892* and that the atlas was on display in the Commissioners Conference Room.

PICTURES

Commissioner Jarvis pointed out pictures recently enlarged that will be hung on the wall in the Commissioners Conference Room. One picture is of the Commissioners Board Ms. Jarvis served on and the second picture was of the first ProShare check presented to Sullivan Commissioners and the Treasurer (Peter Lovely at that time) by the NH State Governor.

AGENDA ITEM NO. 8 PUBLIC PARTICIPATION

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SMOKING ISSUE – Rep. Converse indicated it was previously noted employees volunteered to bring smoking residents out for a smoke, but has found that to be untrue. He noted his wife is one that has to bring smoking residents out and coughs all weekend due to this. Rep. Converse indicated his wife has doctor notes pertaining to the issue and that the notes were brought to the attention of her supervisor, but they have overlooked this. The County Manager indicated he had received no complaints through the Union of this matter, but would contact the Nursing Home Administrator and report back at next Unity meeting.

Commissioner Clarke asked if there were any other public comments. There were none.

PUBLIC HEARING PLANNING – Commissioner Nelson requested a public hearing for the Nursing Home name change be conducted in the evening in Newport. The County Manager concurred they could hold it in Newport, on a Thursday evening, and post according to State Statutes. Commissioner Jarvis recommended all future public hearings be held in the evening for working public. Representative Converse asked what it would take to stop the people from changing the name of the nursing home. Mr. Gil de Rubio recommended he attend the public hearing to voice his concerns. Mr. Gil de Rubio also noted this was one aspect that came out of ways to improve upon the marketing of the Nursing Home and services the facility provides.

2:57 A motion was made by Commissioner Nelson to adjourn the meeting.

Commissioner Jarvis seconded the motion. There was no discussion. A voice vote was taken. The motion carried, unanimously.

Respectfully submitted,



*Ethel Jarvis, Clerk
Board of Commissioners*

EJ/s.j-c.